



New Jersey Office of the Attorney General

Division of Consumer Affairs
State Board of Medical Examiners
P.O. Box 183, Trenton, NJ 08825-0183



Dear Applicant:

Thank you for your interest in obtaining a podiatry license in the State of New Jersey. It is the Board of Medical Examiners' goal to see that you receive your license in the shortest time possible with as little inconvenience as possible.

If you follow the steps outlined below, you will assist the Board in expediting the processing of your application:

- *Read the application and instructions before beginning* - Follow all instructions carefully. Type or print neatly. Answer all questions. If you determine a question doesn't apply to you, please indicate by writing "N/A" as your response. When space provided is insufficient, attach additional sheets of paper. All attachments are considered part of the application. Make sure your printed first name, middle initial and last name are printed on each page of the application and on all attachments. Do not substitute a different form/document for the one requested or provided by the Board. This will delay processing.
- *Complete the application as soon as possible* - The application process will not begin until the Board receives the completed application accompanied by the NON-REFUNDABLE application fee.
- *In preparing your curriculum vitae be complete and accurate* - You must account for all periods of time beginning with entry into medical school.
- *Request verification from third parties immediately* - If not received we cannot process your application. Get them expedited, if possible.

When the Board has received your application, fee and third-party documentation your file will be reviewed. At that time, you will be notified of any additional information or clarification that may be required to complete your application. Should you have questions about the application, or process, please contact the Board by telephone at (609) 826-7100, by fax at (609) 984-3930 or e-mail BMEapp@dca.lps.state.nj.us. Access the application for a medical license by clicking [here](#).